

# What Happens to Your Proposal After it is Submitted

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US Army Corps of Engineers  
**BUILDING STRONG**®



# Receipt of Your Proposal

- Did we receive the proposal **on time**?
- Did we receive the information in the proposal **in the correct format** as specified in the RFP?
- Did the proposal **meet all solicitation requirements** as specified in the RFP?
  - ▶ Terms and Conditions, Representations and Certifications, Technical Proposal & Past Performance Information, Cost Information, etc.
  - ▶ Did the proposal submit additional information?

**Failure to meet any requirement may result in an offer being ineligible for award**



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# Evaluating of Your Proposal

- We are going to conduct a comprehensive review & evaluation of your proposal against the solicitation requirements and evaluation criteria
- Document strengths, weaknesses, deficiencies & basis of evaluations
- Identify necessary items for negotiations/discussions
- Provide information for debriefings of unsuccessful offerors



# Evaluating of Your Proposal

- Evaluation Criteria
- Our RFP will most likely state that the Criteria will be listed in descending order of importance with the most important listed first.
- Volume I Section I: Previous Experience, Personnel, and Organizational Structure
- Volume I Section II: Past Performance
- Volume I, Section III Corporate Technical Plans, Practices and Procedures
- Volume II, Cost Info & Reps/Cert/Others



# Source Selection Decision

- The Source Selection Evaluation Board (SSEB) will perform an in-depth, systematic evaluation of the proposals against the evaluation factors set forth in the solicitation
- The decision will be an equitable, impartial, & comprehensive evaluation against the solicitation requirements
- The SSEB does not compare proposals against each other



# Source Selection Evaluation Boards Can ONLY Evaluate What they see!



The crystal ball does not work!



# Independent Review

- Have someone outside of the proposal team review your document
- Make a list of the requirements –
  - ▶ Does your proposal address every point
  - ▶ Check experience and training requirements for all resumes
- Did you answer the mail?



# Questions?

